

at least one multifunctional peripheral (MFP) device to process an accepted document and to add the processed document to the selected folders.

5 11. The system of claim 10 wherein the MFP device functions are selected from the group including scanning, faxing, printing, and copying.

10 12. The system of claim 11 wherein the manager selects a first number of folders; and,
 wherein the folder directory accepts the processed document, writes a first number of scripted documents, and adds the scripted documents to the selected folders.

15 13. The system of claim 12 further comprising:
 at least one computer workstation with an operating system, connected to the MFP device;
 a shell extension connected to the computer operating system; and,
20 wherein the manager accesses the shell extension to generate the first number of folders in the file directory, and to write a script for each of the first number of folders.

14. The system of claim 13 further comprising:

an editor to access the shell extension, the editor selecting folders for editing, and editing the scripts in the selected folders.

5 15. The system of claim 14 wherein the manager saves the folders in the file directory.

10 16. The system of claim 15 wherein the manager writes a script for each of the first number of folders using a protocol selected from the group including Java and visual basic (VB).

15 17. A system for managing workflow using a plurality of scripts, the system comprising:
 at least one computer workstation with an operating system;
 a shell extension connected to the computer operating system;
 a folder directory including a plurality of folders with a corresponding plurality of scripts, the folder directory accepting a
20 processed document, generating a first number of scripted documents, and adding the scripted documents to the selected folders;

 a manager accessing the shell extension to generate the first number of folders in the file directory, to write a script for each of
25 the first number of folders, to save the folders in the file directory, and to select folders in the file directory; and,

at least one multifunctional peripheral (MFP) device connected to the computer workstation to process an accepted document and to add the processed document to the selected folders.

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